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Denise Berger

**From:** Sacred Heart School Admin [shschool@SNET.NET]

**Sent:** Wednesday, May 28, 2003 11:55 AM

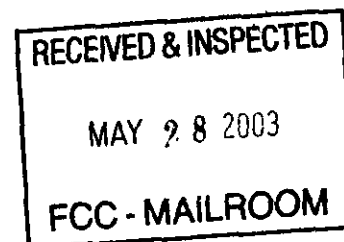
**To:** CCBSecretary

**Subject:** Request for Waiver of Application Window For Program Year 2003-2004

Attached please find our request for a waiver of application 471 window deadline. We have submitted the request to your offices in accordance with The Schools and Libraries Division, Universal Service Administration Company.

Please contact me if a signed copy is required.

Thank you  
Lorraine Kozlowski  
Sacred Heart School  
Danbury, CT 06811  
e-mail shschool@snet.net

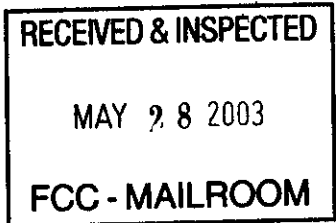


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May 28, 2003

Letter of Appeal  
Federal Communications Commission  
Office of the Secretary  
445 12<sup>th</sup> Street, S.W.  
Washington, DC 20554



Subject: Form 471 Letter of Appeal, Funding Year 2003, Postmarked Outside of Window to The Schools and Libraries Division, Universal Service Administrative Company.

Reference: CC Docket Nos. 96-45 and 97-21

Re: Applicant's Name: Lorraine Kozlowski  
Sacred Heart School  
17 Cottage ST  
Danbury, CT 06810-6706  
Applicant's Form Identifier: 2037926194  
Form 471 Application Number: 349393  
Billed Entity Number: 6278

As directed by The Schools and Libraries Division we are submitting our application for appeal to your office. The reason for the appeal is as follows. As indicated by SLD instructions form 471 could not be posted electronically until after 2/01/03. On 2/04/03 application 471 was completed and posted, the certification page was signed on 2/05/03 and forwarded for mail delivery. Unfortunately, due to extreme inclement weather conditions during this week in the Northeast, the school building was closed for several days, beginning on 2/06/03. The postal service did not have access to the mail until the school reopened on 02/11/03, at which time the mail was picked up and preceded to be delivered.

This was an unforeseen event that we had no control over. Our every intent was to have the certification letter picked up on the day of the 6<sup>th</sup> and postmarked accordingly to meet the filing window. We hope that you will consider our appeal as justifiable and approve our application.

Thank you,

Lorraine Kozlowski